



DEFENSE LOGISTICS AGENCY

AMERICA'S COMBAT LOGISTICS SUPPORT AGENCY



Electronic Cataloging (E-CAT) Non US

**Instructor: Don
Green**

Date: 22 Oct



Objectives

Log in procedures Single Input

- New NSN Assignment
- Reinstate a Cancelled NSN
 - Adding attachments
- Update an Existing NSN
- Cancel a NSN
- Collaboration
- Inquiry by NIIN

Mass Load

- Update a existing NSN
- New NSN assignment






Registering as a new user


DLA Logistics Information Service Home Page

Search: **GO**

Contact Us


Go to the web site -->

Featured Product:
Logistics Remote Users Network (LOGRUN)



Products	Services	Programs
Web Enabled ←	Foreign Military Sales	Hazardous Material Information Resource System (HMIRS)
CD-ROM/DVD	Interchangability & Substitutability	Enterprise Business System (EBS) Support
Electronic Documents	Customer Outreach	Asset Visibility (AV)
Tailored Extracts	Cataloging	Map Catalog
	Commercial and Government Entity Code	Purchase Card Online System (PCOLS)
	Training	
	U.S./Canada Joint Certification Program	

Cataloging	Log Tools	Supplier
Cataloging Request	Logistics On Line Access (LOLA)	CAGE Code Search
Submit Electronic Request	Military Engineering Data Asset Locator System (MEDALS)	System for Award Management (SAM) formerly Central Contractor Registration (CCR)
Submit Manual Request	Item Name Search (H6)	Joint Certification Program (JCP)
Retrieve Status of Request	Federal Supply Class (FSC) Search (H2)	Government Industry Data Mart (GIDM)
E-Cataloging ←	WebFLIS (Public, Restricted, EBS)	Enterprise Business System (EBS) Comm.
QDB Collaboration / Inquiry	DOD EMALL	DOD EMALL Contracting and Solicitations
Demilitarization Coding	Federal Item X-Reference (FIXR)	
International Cataloging/ Codification	Asset Visibility (AV)	

Training	Library
Training Contacts	Forms & Publications Index

www.logisticsinformationservice.dla.mil



Registering as a new user

[Home](#) | [Products](#) | [Services](#) | [Programs](#) | [Cataloging](#) | [Log Tools](#) | [Supplier](#) | [Training](#) | [Library](#)

E-CAT Links

- Home
- Inquiry
- Cataloging Requests
- DEMIL
- QDB
- Register New User

Preferences

- Themes

Help

- Quick Reference

Email E-CAT Team

- Send Email

Electronic-Cataloging (E-Cat)

Main Page

Welcome, you are not [logged in](#).

Welcome to E-Cat Inquiry and Input.

Welcome to the DLA Logistics Information Service E-Cat Website. From here you may inquire the current status of a cataloging request you have previously submitted or submit a new cataloging request for a DLA managed National Stock Number. Use the links on the menu to the left to access these options. These options are only available to authorized users. To register for access to E-Cat, click on the "Register New User" link at the left.

Inquiry

You may inquire by any of the following data elements:

- NIIN
- CAGE and/or Part Number
- DCN/PCC/DOR/ISN (includes PCCN and PLISN)

Maintenance Input (Update)

Authorized users may submit maintenance requests for National Stock Numbers. Access to Maintenance Input provides access to Inquiry, New National Stock Number (NSN) and Mass Load request as well

New National Stock Number (NSN) Request (Create)

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Mass Load for New Item Request and Maintenance Input

Authorized users may submit multiple requests for New National Stock Numbers and Maintenance actions. Access to Mass Load provides access to Inquiry, New Item Request and Maintenance Input as well.

For links and help, see menu to left.

Note, when calling a contact use the following phone prefixes:

- DSN: 661-
- Comm: 269-961




Registering as a new user

Web Registration - Windows Internet Explorer
https://www.logisticsinformationsservice.dla.mil/PreRegistration/Default.aspx

File Edit View Favorites Tools Help
Favorites Web Slice Gallery

Web Registration

 **DEFENSE LOGISTICS AGENCY**
Logistics Information Service

Home | Products | Services | Programs | Cataloging | Log Tools | Supplier | Training | Library

DLA Logistics Information Service Access Control
Web Registration

Interview Section

Please answer the following questions

Do you work at the Hart, Dole, Inouye Federal Center in Battle Creek Michigan? ☐ Yes ☒ No

Are you a United States Citizen? ☐ Yes ☒ No

[Click here if you are not a U.S. citizen](#)

Continue

PROD - v2.6.12144.1 Customer Service: 1-877-352-2255 or DSN 661-7766 Email: dlacontactcenter@dlamail Application - v1.3.3.0
[Privacy/Security](#) | [Accessibility](#) | [Contact Webmaster](#) | [Download Acrobat](#) | [Download MS Word Viewer](#)

Last Updated: 2012-08-22



Registering as a new user

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File Edit View Favorites Tools Help

★ Favorites Web Slice Gallery

Web Registration

Page Safety Tools

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☐ Yes ☐ No

Are you a United States Citizen?

☐ Yes ☐ No

Select the checkbox that most closely describes your employment

I am in the United States Military (Active or Drilling Reservist)

☐

I am a civilian working for the Department of Defense (DOD)

☐

I am a civilian working for the Federal Government (but not for the DOD)

☐

I am a civilian working for a State or Local Government agency

☐

I am a U.S. Federal Government Sponsored Contractor (Not currently working on a contract)

☐

I am a U.S. Federal Government Sponsored Contractor (I have a current contract number)

☐

I work in Military Sales

☐

I work for non-US

☒

I don't fit any of the above answers

☐

Click here if you work for non-US

Continue

PROD - v2.6.12144.1

Customer Service: 1-877-352-2255 or DSN 661-7766 Email: dlacontactcenter@dlamail

Application - v1.3.3.0

[Privacy/Security](#) | [Accessibility](#) | [Contact Webmaster](#) | [Download Acrobat](#) | [Download MS Word Viewer](#)



Registering as a new user

Application access request section (Government_Not_DOD)		
Application Description	More Information	Possible Access Roles
E-CAT - Electronic Cataloging System (E)	http://www.logisticsinformationservice.dla.mil/ecat/default.aspx	<input type="checkbox"/> ECAT - Update (E) <input type="checkbox"/> E-CAT Inquiry (E)
DD Form 1685 Application	http://www.logisticsinformationservice.dla.mil/1685/default.asp	<input type="checkbox"/> Inquiry <input type="checkbox"/> Update
DLA Map Catalog	https://dlamapcatalog.logisticsinformationservice.dla.mil	<input type="checkbox"/> Standard Access
WebFLIS Restricted	http://www.logisticsinformationservice.dla.mil/webflis	<input type="checkbox"/> Inquiry
LOLA CLASSIC	http://www.logisticsinformationservice.dla.mil/lola/	<input type="checkbox"/> Proprietary user <input type="checkbox"/> non-proprietary user
MEDALS (M)	https://www.logisticsinformationservice.dla.mil/medals	<input type="checkbox"/> Web Inquiry (M)
NCC (NATO Codification Control System) (*)	http://www.logisticsinformationservice.dla.mil/ncc/default.asp	<input type="checkbox"/> Inquiry
QDB FLIS	http://www.logisticsinformationservice.dla.mil/qdb/	<input type="checkbox"/> Update
Federal Item X-Reference (FIXR)(*)	http://www.logisticsinformationservice.dla.mil/fixr/	<input type="checkbox"/> Inquiry
<div>Submit</div> <div>Reset</div> <div>Logout / Return to Application</div>		



Registering as a new user

Web Registration - Windows Internet Explorer
https://www.logisticsinformationservice.dla.mil/PreRegistration/Default.aspx

File Edit View Favorites Tools Help
★ Favorites Web Slice Gallery

Web Registration

DLA Logistics Information Service Access Control Web Registration

User Name
Title (Mr, Mrs, Ms, Dr, Maj, etc)
* First Name
* Middle Name or Initial
* Last Name
Suffix (Jr, Sr, II, etc)
Job Title

User Identification
DLA Login
* Activity
* Citizenship

WS - NATO Slovakia
WT - NATO - Tonga
WU - NATO Bulgaria
WZ - NATO Czech Republic
XG - Coast Guard
XH - Coast Guard
XZ - HQ Military Traffic Mgmt Comma
YA - NATO-Brazil
YB - NATO Spain
YD - NATO - ISREAL
YG - NATO - Papua New Guinea
YH - NATO Albania
YJ - NATO - Singapore
YK - NATO - Kuwait
YN - NATO- Chile
YP - NATO - Morocco
YQ - NATO- EGYPT
YR - NATO - Ukraine
YS - NATO - Saudi Arabia
YT - NATO- Indonesia
YU - NATO - Russian Federation
YW - NATO - Malaysia
YY - NATO - Thailand
ZB - NATO Belgium
ZC - NATO Canada
ZD - NATO - South Africa
ZE - NATO - New Zealand
ZF - NATO France
ZG - NATO Germany
ZH - NATO- Korea, Republic Of
<< Select Country From List >>

User Work Address Information
Domestic/Foreign
<input checked="" type="radio"/> Domestic



Registering as a new user

User Name Section

Title (Mr, Mrs, Ms, Dr, Maj, etc)

*** First Name**

*** Middle Name or Initial**

*** Last Name**

Suffix (Jr, Sr, II, etc)

Job Title

John

J.

DOE

User Identification Section

DLA Login

*** Activity**

*** Citizenship**

ZC NATO Canada

CANADA

User Work Address Information

Domestic/Foreign

☐ Domestic

☒ Foreign

P.O. Box

*** Address Line 1**



Registering as a new user

Web Registration - Windows Internet Explorer
https://www.logisticsinformationservice.dla.mil/PreRegistration/Default.aspx

File Edit View Favorites Tools Help
Web Registration

☐ Foreign

P.O. Box
* **Address Line 1**
Address Line 2
* **City**
* **Other State/Province**
ZIP/Postal Code
* **Country**

1234 DLA Road
Montreal
Quebec
H3B 4C9
CANADA

User Contact Information

* **Commercial Telephone Number**
DSN Telephone Number
* **E-Mail Address**
* **Confirm E-Mail Address**

☐ Domestic
☒ Foreign

Foreign Number
1231231234

☐ Domestic
☒ Foreign

Country Code
Exchange
Number

donald.e.green@dla.mil
donald.e.green@dla.mil

User Supervisor Section

Done Local intranet | Protected Mode: Off 175%



Registering as a new user

User Supervisor Section

***Name**

Ziggy Doe

Title

Commercial Telephone Phone

☐ Domestic

Foreign Number

☒ Foreign

DSN Telephone Phone

☐ Domestic

Country Code

Exchange

Number

☒ Foreign

*** E-Mail Address**

ziggy.doe@ca.mil

*** Confirm E-Mail Address**

ziggy.doe@ca.mil

Agency/Sponsor Section

*** Name**

<< Select Agency From List >>

Major Command

Government Office

*** Government Organization**

*** Commercial Telephone Number**

☒ Domestic

Area Code

Exchange

Number



Registering as a new user

User Contact Commercial Telephone: Required length 1-20 numeric and/or alpha characters

* Commercial Telephone Number

DSN Telephone Number

* E-Mail Address

* Confirm E-Mail Address

☐ Domestic

Foreign Number

☒ Foreign

01-123-123-1234

☐ Domestic

Country Code

Exchange

Number

☒ Foreign

JOHN.DOE@CA.MIL

JOHN.DOE@CA.MIL

User Supervisor Section

* Name

Title

Commercial Telephone Phone

DSN Telephone Phone

* E-Mail Address

* Confirm E-Mail Address

SMITT SMITH

☐ Domestic

Foreign Number

☒ Foreign

01-123-123-1234

☐ Domestic

Country Code

Exchange

Number

☒ Foreign

SMITT.SMITH@CA.MIL

SMITT.SMITH@CA.MIL



Registering as a new user

Security Forms

Information:

- Each of the applications that you request access to will require a separate completed DD2875 to be submitted by you. The forms will be generated and prepopulated during the registration process.
- Each DD2875 must contain either all digital signatures or all wet (manual) signatures, not a combination of both (digital signatures are the preferred method and will shorten the overall processing time).
- Your completed DD2875 must be received by our office within 30 (calendar) days of your request or it will expire and you will be required to re-register.
- Once the completed DD2875 has been received by our office, your access will be granted within 4 business days.
- Incomplete forms will be returned.

Instructions:

- Click on each application below to download its associated DD2875.
- Complete your portion of the DD2875 including the type of request, DLA userid (if you have one), date and all of part I, including your digital signature.
- Forward the DD2875 to your Supervisor for completion of Part II, including his/her digital signature.
- Your Supervisor will then forward the DD2875 to your local Security Representative for completion of Part III, including their digital signature.
- Your local Security Representative will forward the completed DD2875 back to you, the user.
- Forward the completed DD2875 to dlalogisticsinformationserviceacctmgmt@dla.mil for processing.

Requested Application DD2875s

[E-CAT \(Electronic Cataloging\)](#)

Finish

Logout / Return to Application



Registering as a new user

DLA Logistics Information Service Access Control Web Registration

Request(s) Accepted

Dear Customer

Thank you for taking the time to register for access into the DLA Logistics Information Service web application(s). We will process your request as fast as possible (usually 48 hours for a U.S. citizen) and contact you with your login userid and password via e-mail.

Thank you for allowing the DLA Logistics Information Service to provide logistics information to you and your organization. A complete list of DLA Logistics Information Service product and services is available on our website at www.dla.mil/dlis or by calling the DLA Customer Contact Center at 1-877-DLA-CALL.

Our mission is to provide interoperable, integrated, quality logistics data and enterprise IT solutions for joint war fighters, the Military Services, the Defense Department, other Federal agencies and international partners in order to optimize the effectiveness and efficiency of the DOD supply chain. In support of our mission, we provide numerous products for logistics information solutions. We also offer Tailored Data Products (TDP's) to meet your specific requirements. Further, all of our products and services are fully supported with training opportunities and our 24 hour Customer Contact Center staff.

Thanks again for letting us help you with your logistics information needs. We look forward to providing continuing support to you and your organization.

If you have any questions please send an e-mail to on-line@dla.mil. Include your userid (either permanent or temporary) in your e-mail so that we can better answer your questions.

[Return to Application](#)



Submit DD Form 2875

SYSTEM AUTHORIZATION ACCESS REQUEST (SAAR)

PRIVACY ACT STATEMENT

AUTHORITY: Executive Order 10450, 9397; and Public Law 99-474, the Computer Fraud and Abuse Act.
PRINCIPAL PURPOSE: To record names, signatures, and other identifiers for the purpose of validating the trustworthiness of individuals requesting access to Department of Defense (DoD) systems and information. NOTE: Records may be maintained in both electronic and/or paper form.
ROUTINE USES: None.
DISCLOSURE: Disclosure of this information is voluntary; however, failure to provide the requested information may impede, delay or prevent further processing of this request.

TYPE OF REQUEST

☒ INITIAL ☐ MODIFICATION ☐ DEACTIVATE ☐ USER ID xcx1234

DATE (YYYYMMDD)

20121010

SYSTEM NAME (Platform or Applications)
E-CAT (Electronic Cataloging)

LOCATION (Physical Location of System)

2A-2-A42

PART I (To be completed by Requestor)

1. NAME (Last, First, Middle Initial)

Doe, John

2. ORGANIZATION

DLIMM

3. OFFICE SYMBOL/DEPARTMENT

4. PHONE (DSN or Commercial)

15148754333

5. OFFICIAL E-MAIL ADDRESS

john.doe@dla.mil

6. JOB TITLE AND GRADE/RANK

Management and Program Analyst

7. OFFICIAL MAILING ADDRESS

1234 DLA Road
Montreal, Quebec CAN

8. CITIZENSHIP

☐ US

☒ FN

☐ OTHER

9. DESIGNATION OF PERSON

☐ MILITARY


☒ CIVILIAN

☐ CONTRACTOR



Submitter receives two emails

✉ **dlsacctmgmt_func@dla.... Welcome to DLA (2 of 2)**
ECAT REGION
John Doe Paignton House Road Minett, CANADA
Dear Customer,

 **dlsacctmgmt_func@dla.... Welcome to DLA**

Dear Customer,

Thank you for your request for access to a DLA application. You'll find your UserID below and a listing of your approved application access.

Due to security regulations, your password was sent in a separate e-mail with the subject line: Welcome to DLA (2 of 2).

1) NOTE: Your account will be disabled if you do not log in at least once each 30 days. If this occurs, contact our office to request a password token be sent to the email address you have listed in your Account Profile.

USER ID: 1234566

You have been approved for the following on-line systems listed below:

2) John Doe
Paignton House Road
Minett,
CANADA

Dear Customer,

The following Password token link was issued per your new account request; it will expire on 10/20/2012 1



Logging in with a password

E-CAT Links

- Home
- Inquiry
- **Cataloging Requests**
- DEMIL ▶
- QDB
- Register New User

Preferences

- Themes ▶

Help

- Quick Reference

Email E-CAT Team

- Send Email

Electronic-Cataloging (E-Cat)

Main Page

Welcome, you are not [logged in](#).

Welcome to E-Cat Inquiry and Input.

Welcome to the DLA Logistics Information Service E-Cat Website. From here you may inquire the current status of a cataloging request you have previously submitted or submit a new cataloging request for a DLA managed National Stock Number. Use the links on the menu to the left to access these options. These options are only available to authorized users. To register for access to E-Cat, click on the "Register New User" link at the left.

Inquiry

You may inquire by any of the following data elements:

- NIIN
- CAGE and/or Part Number
- DCN/PCC/DOR/ISN (includes PCCN and PLISN)

Maintenance Input (Update)

Authorized users may submit maintenance requests for National Stock Numbers. Access to Maintenance Input provides access to Inquiry, New National Stock Number (NSN) and Mass Load request as well

New National Stock Number (NSN) Request (Create)

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For links and help, see menu to left.

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- Comm: 269-961

[Return to Top](#)



Logging in with a password

Application Login - DOD Notice and Consent Banner

DoD Notice And Consent Banner

You are accessing a U.S. Government (USG) Information System (IS) that is provided for USG-authorized use only.

By using this IS (which includes any device attached to this IS), you consent to the following conditions:

-The USG routinely intercepts and monitors communications on this IS for purposes including, but not limited to, penetration testing, COMSEC monitoring, network operations and defense, personnel misconduct (PM), law enforcement (LE), and counterintelligence (CI) investigations.

-At any time, the USG may inspect and seize data stored on this IS

-Communications using, or data stored on, this IS are not private, are subject to routine monitoring, interception, and search, and may be disclosed or used for any USG-authorized purpose.

-This IS includes security measures (e.g., authentication and access controls) to protect USG interests--not for your personal benefit or privacy

-Notwithstanding the above, using this IS does not constitute consent to PM, LE or CI investigative searching or monitoring of the content of privileged communications, or work product, related to personal representation or services by attorneys, psychotherapists, or clergy, and their assistants. Such communications and work product are private and confidential. See User Agreement for details.

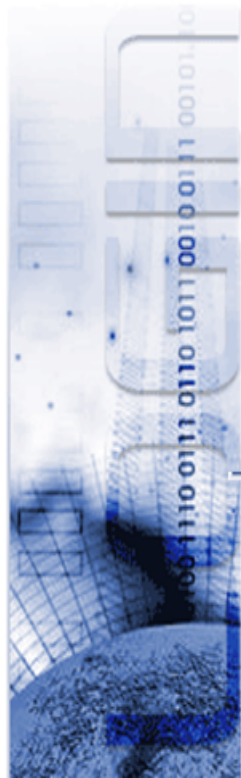
OK



Logging in with a password

Application Login

Application Login



User Name:

Password:

☐ [Forgot Password](#) ☐ [Change Password](#)

This is a Department of Defense Computer System. This computer system, including all related equipment, networks, and network devices (specifically including Internet access) are provided only for authorized U.S. Government use. DoD computer systems may be monitored for all lawful purposes, including to ensure that their use is authorized, for management of the system, to facilitate protection against unauthorized access, and to verify security procedures, survivability and operational security. Monitoring includes active attacks by authorized DoD entities to test or verify the security of the system. During monitoring, information may be examined, recorded, copied and used for authorized purposes. All information, including personal information, placed or sent over this system may be monitored.



Logging in with a password



DEFENSE LOGISTICS AGENCY Logistics Information Service

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Last Login

Please review the following information, if you notice something that looks suspicious please inform DLA Logistics Information Service Account Management: logisticsinformationserviceacctmgmt@dla.mil; Phone: (269) 961-4999, Option #2, Option #2.

Last valid login 10/16/2012 8:54:16 AM

Last valid login IP address 131.87.212.162

Last invalid login

Last invalid login IP address

[Continue](#)

DEV - v2.6.12062.1

Customer Service: 1-877-352-2255 or DSN 661-7766 Email: dlacontactcenter@dla.mil
[Privacy/Security](#) | [Accessibility](#) | [Contact Webmaster](#) | [Download Acrobat](#) | [Download MS Word Viewer](#)

Application - v1.3.4.0

Last Updated: 2012-09-11



Logging in with a password

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Welcome, JOHN DOE. [Logout](#)

E-CAT Links

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ECAT Requests

E-CAT Links

- Home
- Inquiry
- Cataloging Requests
- DEMIL ▶
- QDB
- Register New User

Preferences

- Themes ▶

Help

- Quick Reference

Email E-CAT Team

- Send Email

Electronic-Cataloging (E-Cat) Cataloging Requests

Welcome, John Doe. [Logout](#)

Name:	JOHN DOE
Email Address:	JOHN.DOE@CA.MIL
Phone/DSN/Comm:	15148754333
Activity Code:	ZC

*Originating Activity Code (OAC):

*Submitting Activity Code (SAC):

Customer Email:

Select Request Type



[New NSN Assignment](#)



[Reinstate a Cancelled NSN](#)



[Update an Existing NSN](#)



[Cancel an NSN](#)



[Collaboration](#)



New NSN Assignment-single input

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Electronic-Cataloging (E-Cat)

Welcome, JOHN DOE

[. Logout](#)

Cataloging Requests

Name:

Email Address:

Phone/DSN/Comm:

Activity Code:

*Originating Activity
(OAC):

*Submitting Activity
(SAC):

Customer Email:

New NSN Assignment

☐ NSN DLA Managed?

☒ Single input?

OK

Cancel

Select Request Type



[New NSN Assignment](#)



[Reinstate a Cancelled NSN](#)



[Update an Existing NSN](#)



[Cancel an NSN](#)



[Collaboration](#)



New NSN Assignment-single input

New Item Input

Where is your technical documentation located?

- DCN length must be 16 characters.
- Control Number length must be 7 characters.
- You must enter either Item Name Code or Item name.

Activity Codes

Your Authorized Activity Code is: **ZC**
Originating Activity Code (OAC): **ZC**
Submitting Activity Code (SAC): **ZC**

Supporting Tech Documentation (Only ONE)

Repository: *None Selected*

☐ Attached

☒ See Special Processing Instructions

Priority: *60 Days (Routine)*

Subtype: *None Selected*

*Document Control Number (DCN): *NM12345678901234*

Control Number: *1234567*

Submit

Cancel

- Non US will use the DCN field
- The Control Number is optional to all users
- Select only one of the three supporting technical documents

Item Identification Data

User Data

Reference Data

Standardization Data

AC/135 No 7 Form

*Federal Supply Class (FSC): *5310*

National Item Identification Code (NIIN): *Not used for this request type*

Item Name:

Item Name Code (INC): *12345*

Criticality Code: *None Selected*

*DEMIL: *A*

Precious Metals Indicator Code (PMIC): *None Selected*

Auto Data Processing Equipment Identification Code (ADPEC): *None Selected*



New NSN Assignment-single input

New Item Input

Activity Codes

Your Authorized Activity Code is: **ZC**
Originating Activity Code (OAC): **ZC**
Submitting Activity Code (SAC): **ZC**

Supporting Tech Documentation (Only ONE)

Repository: *None Selected*

☐ Attached

☒ See Special Processing Instructions

Priority: *60 Days (Routine)*

Subtype: *None Selected*

*Document Control Number (DCN): *NM12345616*

Control Number:

Submit

Cancel

Item Identification Data

User Data

Reference Data

Standardization Data

AC/135 No 7 Form

* At least one MOE Rule must be entered for this transaction type.

*MOE-Rule	AMC	AMSC	NIMSC	IMC	IMCA	Collab	Receiver	DSOR
ZC01	0	0						



New NSN Assignment-single input

New Item Input

Activity Codes

Your Authorized Activity Code is: **ZC**
Originating Activity Code (OAC): **ZC**
Submitting Activity Code (SAC): **ZC**

Priority: 60 Days (Routine)

Subtype: None Selected

*Document Control Number (DCN): NM12345616

Control Number:

Submit

Cancel

Supporting Tech Documentation (Only ONE)

Repository: None Selected

☐ Attached

☒ See Special Processing Instructions

Item Identification Data

User Data

Reference Data

Standardization Data

AC/135 No 7 Form

* At least one Part Number/CAGE Rule must be entered for this transaction type.

CAGE	Part/Ref Number	RNCC	RNVC	DAC	RNAAC	RNFC	RNSC
12345	123-123	3	2			None	None
				1		None	None
				2		None	None
				5		None	None
				A			
				None			
				None		None	None
				None		None	None

The reference number is represented by a drawing, but the drawing was not available to the RNAAC, who may or may not be the submitting activity, at the time of submission of the reference number.



New NSN Assignment-single input

New Item Input

Activity Codes

Your Authorized Activity Code is: **ZC**
Originating Activity Code (OAC): **ZC**
Submitting Activity Code (SAC): **ZC**

Supporting Tech Documentation (Only ONE)

Repository: *None Selected*

☐ Attached

☒ See Special Processing Instructions

Priority: *60 Days (Routine)*

Subtype: *None Selected*

*Document Control Number (DCN): *NM12345616*

Control Number:

Submit

Cancel

Item Identification Data

User Data

Reference Data

Standardization Data

AC/135 No 7 Form

Replacement NSN, Standardization Relationship:

Replaced NSN, Standardization:

Item Standardization Code (ISC):

Originator of Standardization Decision (ORIG-STDZN-DEC):

Date, Standardization Decision (DT-STDZN-DEC):

YYDDD

Item Standardization Code, Replaced NSN:

Transaction Date:

YYDDD



New NSN Assignment-single input

New Item Input

Activity Codes

Your Authorized Activity Code is: **ZC**
Originating Activity Code (OAC): **ZC**
Submitting Activity Code (SAC): **ZC**

Supporting Tech Documentation (Only ONE)

Repository: *None Selected*

- ☐ Attached
☒ See Special Processing Instructions

Priority: *60 Days (Routine)*
Subtype: *None Selected*
*Document Control Number (DCN): *NM12345616*
Control Number:

Submit

Cancel

Item Identification Data

User Data

Reference Data

Standardization Data

AC/135 No 7 Form

Total Qty of DCNs: *Numeric*
NATO Form Control Number: *Numeric*
NATO Project Code:
Name of Equipment:
Type or Model:
Assembly:
Manufacturer & NCAGE Code:
User Service:
Other Info:
Main Contractor:
Sub Contractor:
Contract Number & Date:
Codification Contract Clause:



New NSN Assignment-single input

New Item Input

Activity Codes

Your Authorized Activity Code is: **ZC**
Originating Activity Code (OAC): **ZC**
Submitting Activity Code (SAC): **ZC**

Priority:
Subtype:
*Document Control Number (DCN):
Control Number:

Supporting Tech Documentation (Only ONE)

Repository:

☐ Attached

☒ See Special Processing Instructions

Item Identification Data

User Data

Reference Data

Standardization Data

AC/135 No 7 Form

Total Qty of DCNs:
NATO Form Control Number:
NATO Project Code:
Name of Equipment:
Type or Model:
Assembly:
Manufacturer & NCAGE Code:
User Service:
Other Info:
Main Contractor:
Sub Contractor:
Contract Number & Date:
Codification Contract Clause:



New NSN Assignment-single input

Error messages

New Item Input

 ERROR: You have checked 'See Special Processing Instructions' for supporting documentation; therefore, you must include text in that area.

Activity Codes

Your Authorized Activity Code is: **ZC**

Originating Activity Code (OAC): **ZC**

Submitting Activity Code (SAC): **ZC**

Supporting Tech Documentation (Only ONE)

Repository: *None Selected*

☐ Attached

☒ See Special Processing Instructions

Special Processing Instructions

ESC is 5310 Hardware

[Return to Top](#)



New NSN Assignment-single input

Cataloging Requests



Save to CWT was successful.

You may choose from the following link(s) concerning this item:

[Show Results](#)

Name: JOHN DOE
Email Address: JOHN.DOE@CA.MIL
Phone/DSN/Comm: 15148754333
Activity Code: ZC

*Originating Activity Code (OAC):

ZC

*Submitting Activity Code (SAC):

ZC

Customer Email:

JOHN.DOE@CA.MIL

Select Request Type



[New NSN Assignment](#)



[Reinstate a Cancelled NSN](#)



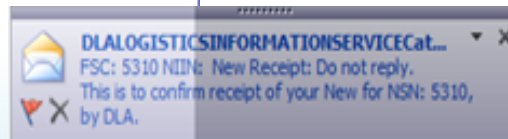
[Update an Existing NSN](#)



[Cancel an NSN](#)



[Collaboration](#)





Reinstate a cancelled NSN

Cataloging Requests

Name: JOHN DOE
Email Address: JOHN.DOE@CA.MIL
Phone/DSN/Comm: 15148754333
Activity Code:

*Originating Activity (OAC):

*Submitting Activity (SAC):

Customer Email:

Reinstate a Cancelled NSN

Will the reinstated NSN be DLA managed?

Yes

No

Cancel

Select Request Type



New NSN Assignment



Reinstate a Cancelled NSN ←



Update an Existing NSN



Cancel an NSN



Collaboration



Reinstate a cancelled NSN

*Originating Activity Code
(OAC): !

None

*Submitting Activity Code
(SAC):

ZC

Customer Email: !

None

Select Request Type



New NSN Assignment



Reinstate a Cancelled NSN



Update an Existing NSN



Cancel an NSN








Collaboration



Reinstate a cancelled NSN

Name:	JOHN DOE
Email Address:	JOHN.DOE@CA.MIL
Phone/DSN/Comm:	15148754333
Activity Code:	ZC
*Originating Activity Code (OAC):	<input type="text" value="ZC"/> ←
*Submitting Activity Code (SAC):	<input type="text" value="ZC"/>
Customer Email:	<input type="text" value="JOHN.DOE@CA.MIL"/> ←

Select Request Type

-  New NSN Assignment
-  Reinstate a Cancelled NSN ←
-  Update an Existing NSN
-  Cancel an NSN
-  Collaboration



Reinstate a cancelled NSN

Reinstatement Input

Activity Codes
Your Authorized Activity Code is: **ZC**
Originating Activity Code (OAC): **ZC**
Submitting Activity Code (SAC): **ZC**

Supporting Tech Documentation (Only ONE)
Repository: *None Selected*
☒ Attached
☐ See Special Processing Instructions

Priority: *60 Days (Routine)*
Subtype: *None Selected*
*Document Control Number (DCN): *ABCD1234ABCD1234*
Control Number:

-even though the Special Processing Instructions option was not selected you still instructions can be added. If the option is selected you cannot process the request until comments are added.

Item Identification Data User Data Reference Data Standardization Data

*Federal Supply Class (FSC): *5310*
*National Item Identification Code (NIIN):
Item Name:
Item Name Code (INC):
Criticality Code:
*DEMIL: *A*
Precious Metals Indicator Code (PMIC): *None Selected*
Auto Data Processing Equipment Identification Code (ADPEC): *None Selected*
Electrostatic Discharge/Electromagnetic Interference Code (ESD/EMIC): *None Selected*



Reinstate a cancelled NSN

Reinstatement Input

Activity Codes

Your Authorized Activity Code is: **ZC**
Originating Activity Code (OAC): **ZC**
Submitting Activity Code (SAC): **ZC**

Supporting Tech Documentation (Only ONE)

Repository: *None Selected*

- ☒ Attached
☐ See Special Processing Instructions

Priority: *60 Days (Routine)*

Subtype: *None Selected*

*Document Control Number (DCN):

Control Number:

Submit

Cancel

Item Identification Data

User Data

Reference Data

Standardization Data

*Federal Supply Class (FSC):

5310

*National Item Identification Code (NIIN):

201234567

Item Name:

Item Name Code (INC):

12345

Criticality Code:

None Selected

*DEMIL:

None Selected

Precious Metals Indicator Code (PMIC):

None Selected



Reinstate a cancelled NSN

Reinstatement Input

Activity Codes

Your Authorized Activity Code is: **ZC**
Originating Activity Code (OAC): **ZC**
Submitting Activity Code (SAC): **ZC**

Priority: **60 Days (Routine)**

Subtype: **None Selected**

*Document Control Number (DCN):

Control Number:

Submit

Cancel

Supporting Tech Documentation (Only ONE)

Repository: **None Selected**

☒ Attached

☐ See Special Processing Instructions

Item Identification Data

User Data

Reference Data

Standardization Data

*MOE-Rule	AMC	AMSC	NIMSC	IMC	IMCA	Collab	Receiver	DSOR
ZC01	0	0						



Reinstate a cancelled NSN

Reinstatement Input

Activity Codes

Your Authorized Activity Code is: **ZC**
Originating Activity Code (OAC): **ZC**
Submitting Activity Code (SAC): **ZC**

Priority: **60 Days (Routine)**

Subtype: **None Selected**

*Document Control Number (DCN):

Control Number:

Submit

Cancel

Supporting Tech Documentation (Only ONE)

Repository: **None Selected**

☒ Attached

☐ See Special Processing Instructions

Item Identification Data

User Data

Reference Data

Standardization Data

CAGE	Part/Ref Number	RNCC	RNVC	DAC	RNAAC	RNFC	RNSC
N1234	123-1234	3	2			None	None
				9		None	None
				1		None	None
				2		None	None
				5		None	None
				None			
				None			
				None			

The reference number is represented by a drawing, but the drawing was not available to the RNAAC, who may or may not be the submitting activity, at the time of submission of the reference number.



Reinstate a cancelled NSN

Reinstatement Input

Activity Codes

Your Authorized Activity Code is: **ZC**
Originating Activity Code (OAC): **ZC**
Submitting Activity Code (SAC): **ZC**

Supporting Tech Documentation (Only ONE)

Repository: *None Selected*

☒ Attached

☐ See Special Processing Instructions

Priority: *60 Days (Routine)*

Subtype: *None Selected*

*Document Control Number (DCN):

Control Number:

Submit

Cancel

Item Identification Data

User Data

Reference Data

Standardization Data

Replacement NSN, Standardization Relationship:

Replaced NSN, Standardization:

Item Standardization Code (ISC):

Originator of Standardization Decision (ORIG-STDZN-DEC):

Date, Standardization Decision (DT-STDZN-DEC):

Item Standardization Code, Replaced NSN:

Transaction Date:

YYDDD

YYDDD



Reinstate a cancelled NSN

Electronic-Cataloging (E-Cat)

Welcome, John Doe. [Logout](#)

Reinstatement Input

ERROR: You have checked 'Attached' for supporting documentation; therefore, you must include at least one attached file.

Activity Codes

Your Authorized Activity Code is: **ZC**
Originating Activity Code (OAC): **ZC**
Submitting Activity Code (SAC): **ZC**

Supporting Tech Documentation (Only ONE)

Repository: *None Selected*

- ☒ Attached
☐ See Special Processing Instructions

Priority: *60 Days (Routine)*Subtype: *None Selected**Document Control Number (DCN): *ABCD1234ABCD1234*Control Number:

Item Identification Data

User Data

Reference Data

Standardization Data

*Federal Supply Class (FSC):

5310

*National Item Identification Code (NIIN):

201234567

Item Name:

Item Name Code (INC):



Reinstate a cancelled NSN

Reinstatement Item Attachments

File Name	File Size
Browse...	

Choose File to Upload

Libraries > Documents

Search Documents

Organize New folder

Favorites

- Desktop
- Juniper
- Downloads
- Recent Places

Libraries

- Documents
- Music
- Pictures
- Videos

File name: KT DOCs.xlsx

All Files (*.*)

Open Cancel

File list:

- FLIS Portfolio Workbench br
- III.xlsx
- KT DOCs.xlsx
- Meeting Minutes.doc
- Morning (3).xls
- My Documents
- Picklist.csv



Reinstate a cancelled NSN

Adding attachments

Reinstatement Item Attachments

File extension 'xlsx' not allowed.

Browse...

Reinstatement Item Attachments

File extension 'xls' not allowed.

Browse...



Reinstate a cancelled NSN

Reinstatement Item Attachments

	File Name	File Size
✗	3D0E9F4D.tmp	283405
✗	09_27_12_3D IMAGING_GREEN_EVALS_HDIFC.txt	14453
✗	51F09573.tmp	152812

You are limited to 3 attachments.

Characteristics

Enter text here

Special Processing Instructions

Please view attachments.



Reinstate a cancelled NSN

Cataloging Requests

i Save to CWT was successful.

You may choose from the following link(s) concerning this item:

[Show Results](#)

Name: JOHN DOE
Email Address: JOHN.DOE@CA.MIL
Phone/DSN/Comm: 15148754333
Activity Code: ZC

*Originating Activity Code (OAC):

ZC






*Submitting Activity Code (SAC):

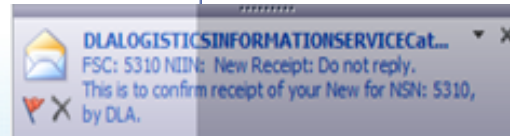
ZC


Customer Email:

JOHN.DOE@CA.MIL

Select Request Type

-  [New NSN Assignment](#)
-  [Reinstate a Cancelled NSN](#)
-  [Update an Existing NSN](#)
-  [Cancel an NSN](#)
-  [Collaboration](#)



 **DLALOGISTICSINFORMA... FSC: 5310 NIIN: 201234567 Reinstatement Receipt: Do not reply.**
This email confirms receipt of your request for Reinstate a Cancelled NSN to DLA.
For this request, you submitted the following:
Submitter Details:



Update and Existing NSN

Phone/DSN/Comm:
Activity Code:

*Originating Activity
(OAC):

*Submitting Activity
(SAC):

Customer Email:

Update an Existing NSN

Will this be a single input?

Yes

No

Cancel

Select Request Type



[New NSN Assignment](#)



[Reinstate a Cancelled NSN](#)



[Update an Existing NSN](#)



[Cancel an NSN](#)



[Collaboration](#)



Update and Existing NSN

Update Item Input

Activity Codes

Your Authorized Activity Code is: **ZC**
Originating Activity Code (OAC): **ZC**
Submitting Activity Code (SAC): **ZC**

Supporting Tech Documentation (Only ONE)

Repository: *None Selected*

☐ Attached

☐ See Special Processing Instructions

Priority: *60 Days (Routine)*

Subtype: *None Selected*

*Document Control Number (DCN): *1234ABCD1234ABCD*

Control Number:

Submit

Cancel

Item Identification Data

User Data

Reference Data

Standardization Data

Federal Supply Class (FSC): *None Selected*

*National Item Identification Code (NIIN): *123456123*

Item Name:

Item Name Code (INC):

Criticality Code: *None Selected*

DEMIL: *None Selected*

Precious Metals Indicator Code (PMIC): *None Selected*

Auto Data Processing Equipment Identification Code (ADPEC): *None Selected*

Electrostatic Discharge/Electromagnetic *None Selected*



Update and Existing NSN

Update Item Input

Activity Codes

Your Authorized Activity Code is: **ZC**
Originating Activity Code (OAC): **ZC**
Submitting Activity Code (SAC): **ZC**

Supporting Tech Documentation (Only ONE)

Repository: *None Selected*

- ☐ Attached
☐ See Special Processing Instructions

Priority: *60 Days (Routine)*

Subtype: *None Selected*

*Document Control Number (DCN): *1234ABCD1234ABCD*

Control Number:

Submit

Cancel

Item Identification Data

User Data

Reference Data

Standardization Data

	*MOE-Rule	MOE Rules	MSC	NIMSC	IMC	IMCA	Collab	Receiver	DSOR
A								×	
A								×	
A								×	
A								×	
A								×	
A								×	



Update and Existing NSN

Update Item Input

Activity Codes

Your Authorized Activity Code is: **ZC**

Originating Activity Code (OAC): **ZC**

Submitting Activity Code (SAC): **ZC**

Supporting Tech Documentation (Only ONE)

Repository: *None Selected*

☐ Attached

☐ See Special Processing Instructions

Priority: *60 Days (Routine)*

Subtype: *None Selected*

*Document Control Number (DCN): *1234ABCD1234ABCD*

Control Number:

Submit

Cancel

Item Identification Data

User Data

Reference Data

Standardization Data

	CAGE	Part/Ref Number	Part Number/Cage Rules		AC	RNAAC	RNFC	RN
A	S1234	122	5	2	<i>None</i>		<i>None</i>	<i>Nc</i>
A	N2345	233	5	2	<i>None</i>		<i>None</i>	<i>Nc</i>
A	M3456	344	5	9	<i>None</i>		<i>None</i>	<i>Nc</i>
A					<i>None</i>		<i>None</i>	<i>Nc</i>
A					<i>None</i>		<i>None</i>	<i>Nc</i>
A					<i>None</i>		<i>None</i>	<i>Nc</i>



Update and Existing NSN

Update Item Input

Activity Codes

Your Authorized Activity Code is: **ZC**
Originating Activity Code (OAC): **ZC**
Submitting Activity Code (SAC): **ZC**

Supporting Tech Documentation (Only ONE)

Repository: *None Selected*

☐ Attached

☐ See Special Processing Instructions

Priority: *60 Days (Routine)*

Subtype: *None Selected*

*Document Control Number (DCN): *1234ABCD1234ABCD*

Control Number:

Submit

Cancel

Item Identification Data

User Data

Reference Data

Standardization Data

Replacement NSN, Standardization Relationship:

Replaced NSN, Standardization:

Item Standardization Code (ISC):

Originator of Standardization Decision (ORIG-STDZN-DEC):

Date, Standardization Decision (DT-STDZN-DEC):

Item Standardization Code, Replaced NSN:

Transaction Date:

☒ Check this to remove All Standardization Data for this Item

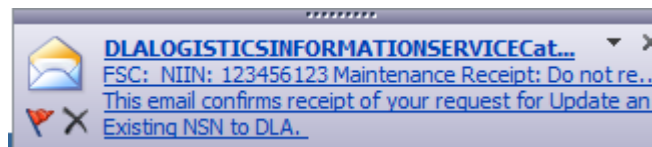



Update and Existing NSN

i Save to CWT was successful.

You may choose from the following link(s) concerning this item:

[Show Results](#)



 DLALOGISTICSINFORMA... FSC: NIIN: 123456123 Maintenance Receipt: Do not reply.

This email confirms receipt of your request for Update an Existing NSN to DLA.

For this request, you submitted the following:

Submitter Details:



Cancel an NSN

Select Request Type



New NSN Assignment



Reinstate a Cancelled NSN



Update an Existing NSN



Cancel an NSN



Collaboration



Cancel an NSN

Cancellation

NIIN / NSN

NIIN to be Cancelled:

127654321

NSN to Retain:

5310123456721

Cancellation Type

- ☒ Cancel with Replacement NSN
- ☐ Cancel as Duplicate
- ☐ Cancel without Replacement NSN

Priority

60 Days (Routine)

Cancellation Attachments

	File Name	File Size
	L2 zSMEs.msg	46592

[Browse...](#)

Special Processing Instructions

See attached

[Enter text here](#)[Submit](#)[Cancel](#)



Cancel an NSN

Cancellation

i Update successful.

NIIN / NSN

NIIN to be Cancelled:

NSN to Retain:

NSN

Cancellation Type

- ☐ Cancel with Replacement NSN
- ☐ Cancel as Duplicate
- ☐ Cancel without Replacement NSN

Priority

60 Days (Routine)



Cancellation Attachments

File Name

File Size

Browse...

Special Processing Instructions

Enter text here



DLALOGISTICSINFORMA... FSC: NIIN: 127654321 Cancellation Receipt: Do not reply.

This email confirms receipt of your request for Cancel an NSN to DLA.
For this request, you submitted the following:
Submitter Details:

Submit

Cancel

Enter text here



DLALOGISTICSINFORMATIONSERVICECat...
FSC: NIIN: 127654321 Cancellation Receipt: Do not re...
This email confirms receipt of your request for Cancel an NSN to DLA.



Collaboration

Select Request Type



New NSN Assignment



Reinstate a Cancelled NSN



Update an Existing NSN



Cancel an NSN



Collaboration





Collaboration

NIIN

121234567 ←

Collaboration Type

- ☐ DD1685 - Proposed Revision of Catalog Data
- ☐ JLC17 - Non Consumable Item Material Support
- ☐ JLC19 - PICA/SICA Management Level Change and/or Reassignment Request
- ☐ JLC47 - Interchangeability and Substitutability
- ☐ DD180 - Item Name Collaboration Action Request
- ☒ NATO Form AC/135 - No 23 ←
- ☐ NATO Form AC/135 - No 28

Priority

14 Days (EMERGENCY) ▼

Collaboration Attachments

	File Name	File Size
✖	NATO Form AC-135(Web Version).mht	52270 ←

[Browse...](#)

Special Processing Instructions

see attachment



Collaboration

Collaboration

i Update successful.

NIIN

Collaboration Type

- ☐ DD1685 - Proposed Revision of Catalog Data
- ☐ JLC17 - Non Consumable Item Material Support
- ☐ JLC19 - PICA/SICA Management Level Change and/or Reassignment Request
- ☐ JLC47 - Interchangeability and Substitutability
- ☐ DD180 - Item Name Collaboration Action Request
- ☐ NATO Form AC/135 - No 23
- ☐ NATO Form AC/135 - No 28

Priority

60 Days (Routine)



Collaboration Attachments

File Name

File Size

Browse...

Special Processing Instructions

Enter text here



DIALOGISTICSINFORMA... Collaboration Receipt: Do not reply.

This is to confirm receipt of your Collaboration request.
Submitter Details:



DIALOGISTICSINFORMATIONSERVICECat...

Collaboration Receipt: Do not reply.
This is to confirm receipt of your Collaboration request.
Submitter Details:



Update an existing NSN

Mass Load

*Originating Activity Code
(OAC):

ZC

*Submitting Activity
(SAC):

Customer Email:

Update an Existing NSN

Will this be a single input?

Yes

No

Cancel

Please answer yes or no.

Select Request Type



New NSN Assign



Reinstate a Cancelled NSN



Update an Existing NSN



Cancel an NSN



Collaboration



Update an existing NSN

Mass Load

C11 fx						
	A	B	C	D	E	F
1	NSN	Cage	Part Number	RNCC	RNVC	
2	012345678	12345	1111	3	2	
3	013334444	23456	2222	3	2	
4	012225555	34567	3333	3	2	
5						

- What is on the spreadsheet I need?
- What row does my data start on?
- Does my spreadsheet exceed the limitations?



Update an existing NSN

Mass Load

Available

- ☐ Supplemental Collaborator
- ☐ Supplemental Receiver
- ☐ Depot Source of Repair
- ☐ Reference/Part Number
 - ☐ Part Number Change Indicator
 - ☒ Part Number/Reference Number
 - ☒ Commercial and Government Entity Code
 - ☒ Reference Number Category Code
 - ☒ Reference Number Variation Code
 - ☒ Document Availability Code
 - ☐ Reference Number Justification Code
 - ☐ Reference Number Suffix Code
 - ☐ Reference Number Format Code
 - ☐ Reference Number Action Activity Code
- ☐ Management



Selected

[Apply Mappings](#)



Update an existing NSN

Mass Load

Available

☐ Request

C11

	A	B	C	D	E	F
1	NSN	Cage	Part Number	RNCC	RNVC	
2	012345678	12345	1111		3	2
3	013334444	23456	2222		3	2
4	012225555	34567	3333		3	2
5	<input type="checkbox"/> Document Control Serial Number (DSCN)/DIMSIS ID/Control Number					
	<input type="checkbox"/> Identification					
	<input type="checkbox"/> Federal Supply Class					
	<input type="checkbox"/> Item Name Code					
	<input type="checkbox"/> Criticality Code					
	<input type="checkbox"/> Demilitarization					
	<input type="checkbox"/> Precious Metals Indicator Code					



Selected

Select	Name	Column
<input type="checkbox"/>	Identification > National Item Identification Number	A
<input checked="" type="checkbox"/>	Identification > Item Name	
<input type="checkbox"/>	Reference/Part Number > Part Number/Reference Number[1]	C
<input type="checkbox"/>	Reference/Part Number > Commercial and Government Entity Code[1]	B
<input type="checkbox"/>	Reference/Part Number > Reference Number Category Code[1]	D
<input type="checkbox"/>	Reference/Part Number > Reference Number Variation Code[1]	E
<input checked="" type="checkbox"/>	Reference/Part Number > Document Availability Code[1]	

[Apply Mappings](#)



Update an existing NSN

Mass Load

C11		fx				
	A	B	C	D	E	F
1	NSN	Cage	Part Number	RNCC	RNVC	
2	012345678	12345	1111	3	2	
3	013334444	23456	2222	3	2	
4	012225555	34567	3333	3	2	
5						

File

Starting Row

Ending Row

\\btl0s-xf002p\home\$\LSC3183

2

Entire Spreadsheet

Browse...


Begin Import

Update an existing NSN

Mass Load

+

Imported File: part number mass load.xlsx









No errors were found. Your spreadsheet is ready for loading.

Add attachments to be included with this load

Attachments


File Name	File Size
<div>Browse...</div>	


Please review the data to be imported below. If applicable, you may additionally select the attachments you'd like to include with each record and specify fields requested to be cleared upon load.

Row #	Identification	Reference/Part Number			
	National Item Identification Number	Part Number/Reference Number	Commercial and Government Entity Code	Refer	
2	012345678	1111 	12345 		
3	013334444	2222 	23456 		
4	012225555	3333 	34567 		

Update an existing NSN

Mass Load

 **Imported File: part number mass load.xlsx**







 No errors were found. Your spreadsheet is ready for loading.

Add attachments to be included with this load

Attachments

File Name	File Size
<div>Browse...</div>	

Please review the data to be imported below. If applicable, you may additionally select the attachments you'd like to include with each record and specify fields requested to be cleared upon load.

Row #	Identification	Reference/Part Number		
	National Item Identification Number	Part Number/Reference Number	Commercial and Government Entity Code	Refer
2	012345678	1111 	12345 	
3	013334444	2222 	23456 	
4	012225555	3333 	34567 	



Update an existing NSN Mass Load

Include any special processing instructions

Special Processing Instructions

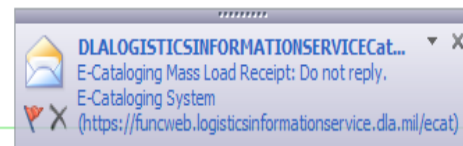
Empty

Submit

Cancel



Mass Load Successful. Perform a New Catalog Request





New NSN assignment Mass Load

Cataloging Requests

Name: John Doe
Email Address: JOHN.DOE@CA.MIL
Phone/DSN/Comm: (705) 765-1900
Activity Code:

*Originating Activity (OAC):

*Submitting Activity (SAC):

Customer Email:

New NSN Assignment

☒ NSN DLA Managed?

☐ Single input?

OK

Cancel

Select Request Type



New NSN Assignment ←



Reinstate a Cancelled NSN



Update an Existing NSN



Cancel an NSN



Collaboration



New NSN assignment Mass Load

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	
1	FSC	ITEM NAME	INC	CRIT CD	DEMILC	MOE-RL	AMC	AMSC	PART#	CAGE	RNCC	RNVC	DAC	AAC	SOS	UI	QUP	UNIT PC	
2	5310		4214	X	A	FGGX		0	0	123	54321	3	2	5 D	SMS	EA	1	22.05	
3	5310	SEAL PLAIN ENCASED		X	A	FGGX	A		0	567	87654	3	2	5 D	SMS	EA	1	35.35	
4	5330		50336	X	A	FGGX	A		0	40567	55443	3	2	5 D	SMS	EA	1	32.1	
5	5330		4250	X	B	FX48		1	H	CR-86-21	80201	3	2	5 G	G69	EA	1	22.71	
6																			
7																			

- What is on the spreadsheet?
- What row does your data start on?
- Does my spreadsheet exceed the limitations?



New NSN assignment Mass Load

Step 1: Import Data

Select the columns you would like to import into. For the column mappings, please use the column letters from the spreadsheet you are importing.

Available		Selected
<input checked="" type="checkbox"/> Reference Number Suffix Code	 	
<input checked="" type="checkbox"/> Reference Number Format Code		
<input checked="" type="checkbox"/> Reference Number Action Activity Code		
<input checked="" type="checkbox"/> Management		
<input checked="" type="checkbox"/> Acquisition Advice Code		
<input checked="" type="checkbox"/> Source of Supply		
<input checked="" type="checkbox"/> Unit of Issue		
<input checked="" type="checkbox"/> Quantitative Expression		
<input checked="" type="checkbox"/> Quantity per Unit Pack Code		
<input checked="" type="checkbox"/> Controlled Item Inventory Code		
<input checked="" type="checkbox"/> Shelf Life Code		
<input checked="" type="checkbox"/> Unit price		
<input type="checkbox"/> Army		
<input type="checkbox"/> Recoverability Code		

[Apply Mappings](#)

Priority Subtype



New NSN assignment Mass Load

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
1	FSC	ITEM NAME	INC	CRIT CD	DEMILC	MOE-RL	AMC	AMSC	PART#	CAGE	RNCC	RNVC	DAC	AAC	SOS	UI	QUP	UNIT PC
2	5310		4214	X	A	FGGX		0	123	54321	3	2	5 D	SMS	EA		1	22.05
3	5310	SEAL PLAIN ENCASED		X	A	FGGX	A		567	87654	3	2	5 D	SMS	EA		1	35.35
4	5330		50336	X	A	FGGX	A		40567	55443	3	2	5 D	SMS	EA		1	32.1
5	5330		4250	X	B	FX48		1 H	CR-86-21	80201	3	2	5 G	G69	EA		1	22.71
6																		
7																		

☐ Comments (Special Processing Instructions)
☐ Article size
☐ Supporting Tech Documentation
☐ Document Control Number
☐ Document Control Serial Number (DSCN)/DMLIIS ID/Control Number
☐ MOE Rule
☐ Moe Rule Change Indicator
☐ Major Organizational Entity (MOE) Rule
☐ Acquisition Method Code
☐ Acquisition Method Suffix Code
☐ Non-consumable Item Material Support Code

☐ Reference/Part Number > Reference Number Category Code[1]
☐ Reference/Part Number > Reference Number Variation Code[1]
☐ Reference/Part Number > Document Availability Code[1]
☒ Reference/Part Number > Reference Number Justification Code[1]
☒ Reference/Part Number > Reference Number Suffix Code[1]
☒ Reference/Part Number > Reference Number Format Code[1]
☒ Reference/Part Number > Reference Number Action Activity Code[1]

Priority

Subtype

Apply Mappings



New NSN assignment Mass Load

Supporting Tech Documentation

☐ Document Control Number

☐ Document Control Serial Number (DSCN)/DMLIIS ID/Control Number

☐ Identification

☐ National Item Identification Number

☐ Precious Metals Indicator Code

☐ Automatic Data Processing Equipment Identification Code

☐ Electrostatic Discharge/Electromagnetic Interference Code

Identification > Circularity Code

☐ Identification > Demilitarization

☐ Management > Acquisition Advice Code

☐ Management > Source of Supply

☐ Management > Unit of Issue

☐ Management > Quantity per Unit Pack Code

☐ Management > Controlled Item Inventory Code

☐ Management > Shelf Life Code

☐ Management > Unit price

Priority

30 Days

Subtype

AF AFMC 133

CARD

MED

CANCELLATION

MRAP

NSN Reinstatement

Post Provisioning

SERD

UPGRADE II

Step 2: Review Errors

Use the import function to create your table

Step 3: Load

Add attachments to be included with this load

Import Spreadsheet

Apply Mappings



New NSN assignment Mass Load

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
1	FSC	ITEM NAME	INC	CRIT CD	DEMILC	MOE-RL	AMC	AMSC	PART#	CAGE	RNCC	RNVC	DAC	AAC	SOS	UI	QUP	UNIT PC
2	5310		4214	X	A	FGGX		0	0	123	54321	3	2	5 D	SMS	EA	1	22.05
3	5310	SEAL PLAIN ENCASED		X	A	FGGX	A		0	567	87654	3	2	5 D	SMS	EA	1	35.35
4	5330		50336	X	A	FGGX	A		0	40567	55443	3	2	5 D	SMS	EA	1	32.1
5	5330		4250	X	B	FX48		1 H	CR-86-21	80201	3	2	5 G	G69	EA		1	22.71
6																		
7																		

Code
☐ Electros

File
Starting Row
Ending Row

I:\330.50 Course records\VTrain

Browse...

2

Entire Spreadsheet

Begin Import

Apply Mappings

Import Spreadsheet

Step 2: Review

Use the import function to create your table by choosing the columns above.

Step 3: Load

Add attachments to be included with this load



New NSN assignment Mass Load

Priority
30 Days

Subtype
Post Provisioning

Import Spreadsheet

+ Imported File: NEW NSN MASS LOAD.xlsx

Step 2: Review Errors

No errors were found. Your spreadsheet is ready for loading.

Step 3: Load

Add attachments to be included with this load

Attachments

File Name

File Size

Browse...

Please review the data to be imported below. If applicable, you may additionally select the attachments you'd like to include with each record and specify fields requested to be cleared upon load.

Row #	Identification					Management	
	Federal Supply Class	Item Name	Item Name Code	Criticality Code	Demilitarization	Acquisition Advice Code	Source
2	5310		4214	X	A	X	SM
3	5310	SEAL PLAIN		Y	A	Y	SM



New NSN assignment Mass Load

2	5310	SEAL PLAIN ENCASED	4214	X	A	D	X	SN
3	5310			X	A	D	X	SN
4	5330		50336	X	A	D	X	SN
5	5330		4250	X	B	G	X	G6

Include any special processing instructions

Special Processing Instructions

Empty

Submit

Cancel



New NSN assignment Mass Load

Step 3: Load

Add attachments to be included with this load

Attachments	
File Name	File Size
<input type="text"/>	<input type="text"/>
<input type="button" value="Browse..."/>	

Please review the data to be imported below. If applicable, you may additionally select the attachments you'd like to include with each record and specify fields requested to be cleared upon load.

Row #	Identification					Management	
	Federal Supply Class	Item Name	Item Name Code	Criticality Code	Demilitarization	Acquisition Advice Code	Source
2	5310		4214	X	A	D <input type="checkbox"/>	SM
3	5310	SEAL PLAIN ENCASED		X	A	D <input type="checkbox"/>	SM
4	5330		50336	X	A	D <input type="checkbox"/>	SM
5	5330		4250	X	B	G <input type="checkbox"/>	G6





New NSN assignment Mass Load

Include any special processing instructions

Special Processing Instructions

Empty

Submit

Cancel



Mass Load Successful. [Perform a New Catalog Request](#)

[Return to Top](#)



DEFENSE LOGISTICS AGENCY

AMERICA'S COMBAT LOGISTICS SUPPORT AGENCY



WARFIGHTER SUPPORT

STEWARDSHIP EXCELLENCE

WORKFORCE DEVELOPMENT